



August 14, 2013

Item No. 5

**AUTHORIZATION TO ENTER INTO CONTRACTS WITH CENTERS FOR NEW HORIZONS, COMMUNITY ASSISTANCE PROGRAMS AND EMPLOYMENT AND EMPLOYERS SERVICES TO PROVIDE WORKFORCE DEVELOPMENT PROGRAMS TO CHA RESIDENTS**

**To the Honorable Board of Commissioners:**

**RECOMMENDATION**

It is recommended that the Board of Commissioners authorize the Chief Executive Officer ("CEO") or his designee to enter into contracts with Centers for New Horizons, Inc. ("Centers"), Community Assistance Programs ("CAPs"), and Employment and Employer Services, Inc. ("EES"), to provide workforce development services to a total of 400 CHA residents per year for a base period of two years with two one-year options in an aggregate amount not to exceed \$4,587,408 for the base term.

The Executive Vice President ("EVP") of Resident Services, the Office of the General Counsel and the Department of Procurement and Contracts have completed all necessary due diligence to support the submission of this initiative and recommend the approval of this item accordingly.

**CORPORATE GOAL**

The proposed program supports CHA's corporate goal of expanding services to more residents, providing targeted services to residents at critical milestones in their lives.

**FUNDING:** CHA General Fund

**SOLICITATION SUMMARY**

**Vendor:**

Centers for New Horizons  
4150 S. King Drive, Chicago, IL 60653  
**Base Contract Amount:** \$776,948 (TJ)

Community Assistance Programs  
11715 S. Halsted St., Chicago, IL 60628  
**Base Contract Amount:** \$1,389,311 (TJ)

Employment and Employer Services  
208 S. LaSalle St., Chicago, IL 60604  
**Base Contract Amount:** \$2,421,149 (TJ & OJT)

**Contract Type:** Professional Services  
**Base Contract Amount:** (see above)  
**Base Contract Period:** Two-Year Base Term  
**Option Period:** 2 One-Year Options  
**Publication(s):** Chicago Sun Times,  
Chicago Defender, Extra, Buyspeed,  
CHA Website  
**Number of Pick-Ups:** 51

**Solicitation Release Date:** 3/25/13  
**Dates Advertised:** 3/25, 27, 29/2013  
**Pre-Proposal Meeting:** 4/8/2013  
**Date Proposals Due:** 4/29/2013  
**Number of Vendors Solicited:** 64  
MBE \_\_1\_\_ WBE \_\_2\_\_ DBE \_\_0\_\_  
**Notification to Assist Agencies:** 66  
**Number of Respondents:** 11

Vendor	M/W/DBE Participation	Section 3 Hiring	Section 3 Contracting/Other Economic Opportunities
Centers for New Horizons	4.5% MBE; partial waiver	1 (intake specialist)	Customer Service training to Section 3 Business Concerns
Community Assistance Programs	26.3% MBE	1 (emp. specialist)	26.3% Subcontract
Employment & Employer Services	3.6% M/WBE; partial waiver	0 (no need to hire)	.2% Subcontract; work experience for two residents at EES offices

### **GENERAL BACKGROUND**

CHA's Resident Services Division is charged with helping families move along the path to self-sufficiency. In particular, a key deliverable in Plan Forward: Communities that Work is to help at least 6,000 adults find new or better jobs by 2015. To accomplish this goal, CHA requires specialized workforce development services. Transitional Jobs ("TJ") and On-the-Job Training ("OJT") programs are evidence-based programs that lead to sustained unsubsidized employment.

The TJ model is designed to address the employment needs of individuals who possess little or no work history. TJ programs are intentionally designed to provide job experience to participants who lack the skills needed to successfully attach to the workforce. TJ has distinct differences from other jobs programs, including supportive services, a literacy component, subsidized work experience, support during transition to unsubsidized employment and retention support after job placement. The subsidized job period typically lasts between six and ten weeks, and wages are paid by CHA's workforce provider. The ultimate goal of TJ is to transition workers into unsubsidized positions.

The OJT model is designed to address the needs of individuals who have more basic employment skills, some (but not steady) work history and the potential to gain specific industry experience. Participants in OJT also receive job readiness training; however it is customized to industries based on the needs of specific employers that have committed to hire participants. The subsidized wages are paid directly by the employer, and up to 50% of the cost is reimbursed by CHA's workforce provider.

All three agencies have existing relationships with employers and will focus on high growth industries. Providers will be distributed regionally based on resident need.

The Board action recommended in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal (HUD) procurement laws.

The EVP of Resident Services concurs with the recommendation to enter into contracts with three workforce providers to provide workforce development programs to CHA residents.

The CEO/President recommends the approval to enter into contracts with Centers for New Horizons, Inc., Employment and Employer Services, Inc., and Community Assistance Programs to provide workforce development services to a total of 400 CHA residents per year for a base period of two years with two one-year options in an aggregate amount not to exceed \$4,587,408.

**RESOLUTION NO. 2013-CHA-62**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated August 14, 2013 entitled "AUTHORIZATION TO ENTER INTO CONTRACTS WITH CENTERS FOR NEW HORIZONS, COMMUNITY ASSISTANCE PROGRAMS AND EMPLOYMENT AND EMPLOYERS SERVICES TO PROVIDE WORKFORCE DEVELOPMENT PROGRAMS TO CHA RESIDENTS";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners authorizes the Chief Executive Officer or his designee to enter into contracts with Centers for New Horizons, Inc., Employment and Employer Services, Inc., and Community Assistance Programs to provide workforce development services to a total of 400 CHA residents per year for a base period of two years with two one-year options in an aggregate amount not to exceed \$4,587,408 for the base term.

This award is subject to the Contractor's compliance with the CHA's MBE/WBE/DBE, Section 3 resident hiring, and insurance requirements.



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